

Department of Family Development
Committee of Professors Meeting Minutes

Meeting conducted via teleconference

January 23, 2009

8:15 a.m.

Open Meeting Minutes

1. Call to Order and Verification of Open Meeting Law Compliance

Chairperson Mary Meehan-Strub called the meeting to order at 8:18 a.m. The meeting was posted as required by Open Meeting Law Section 19.84 of the Wisconsin State Statutes.

2. Roll Call:

Members present included Nan Baumgartner, Karen Dickrell, Marilyn Herman, Marma McIntee, Mary Meehan-Strub, and Joan LeFebvre. Chris Kniep joined us at 8:35 a.m.

3. Approval of December 19, 2008 Minutes.

Marilyn Herman moved and Marma McIntee seconded to approve the minutes of the December 19, 2008 meeting and place on file. Motion was carried.

4. Review of Committee of Professors Procedures

We reviewed the procedures as presented. Mary Meehan-Strub reviewed the procedures, and because there was a question raised about making motions in the affirmative, the secretary of the faculty was consulted. Making the motion allows the discussion to move forward. We may want to add, "For purposes of discussion, I move to recommend _____ for promotion to Professor." We discussed when the candidate might be on the teleconference, and when they should be called back with the decision. It was decided to call the candidate back at the conclusion of the review of each portfolio, after the vote has been taken. Two candidates will have their mentors on line with them. Lori Zierl will have Dianne Weber with her and Nancy Brooks will have Mary Gruenewald with her.

When we go back into open session we need to report the action taken and include the vote. Nan asked about abstaining from voting for one of the candidates because she had reviewed part of a document and she didn't realize

that was against our policy. We discussed the process and the candidate will be told why she will be abstaining. The criteria for the Professor rank as found in Appendix E.1.(a-e) will be shared by the primary readers. All were asked if we had received all of the information, including the support materials and letters.

5. Closed Session

At 8:48 a.m. motion was made by Chris Kniep and seconded by Marilyn Herman to convene in closed session pursuant to Wisconsin Statue 19.85(1) (c) for review of portfolios for Lori Zierl, Nancy Brooks and Kathleen Metzenbauer.

Roll Call vote was taken:

Nan Baumgartner – yes

Karen Dickrell – yes

Marilyn Herman -- yes

Chris Kniep – yes

Marma McIntee – yes

Mary Meehan-Strub – yes

Joan LeFebvre – yes

Motion carried.

6. Open Session

Chris Kniep moved and Marma McIntee seconded to reconvene into Open Session per Wisconsin Statutes 19.85 (2).

Roll Call vote was taken:

Nan Baumgartner – yes

Karen Dickrell – yes

Marilyn Herman -- yes

Chris Kniep – yes

Marma McIntee – yes

Mary Meehan-Strub – yes

Joan LeFebvre – yes

Motion carried.

The committee convened at 12:35 p.m. Chairperson Mary Meehan-Strub announced voting results for the motions for promotion as follows:

Motion made by Joan LeFebvre, seconded by Nan Baumgartner to recommend Lori Zierl for the rank of Professor in the Department of Family Development. Faxed ballot, motion passed: 6 yes, 0 no.

Motion made by Marilyn Herman, seconded by Karen Dickrell to recommend Nancy Brooks for the rank of Professor in the Department of Family Development. Faxed ballot, motion passed: 6 yes, 0 no.

Motion made by Chris Kniep, seconded by Marma McIntee to recommend Kathleen Metzzenbauer for the rank of Professor in the Department of Family Development. Faxed ballot, motion failed: 0 yes, 5 no; 1 abstain.

Marma McIntee recommends that we suggest to Donna Doll-Yogerst that the 8 page Summary of Professional Contributions and Scholarship of the documents presented by Lori Zierl and Nancy Brooks be placed on the Department of Family Development website following the proper guidelines and procedures. Marilyn Herman seconded. Discussion followed. Motion carried.

7. Review and update Department Documents relating to Professor Committee

a. Appendix E.4. Promotion materials review sheet for Promotion to the Rank of Professor

Chris Kniep moved that we revise E.4 “Promotion Materials Review Sheet for Promotion to the Rank of Professor.” to reflect E.1. d-e. Seconded by Marilyn Herman. Discussion followed. Motion carried. The chart will be updated to reflect all of the criteria.

Chris Kniep moved that we as of July 1, 2009, E.3. Vita be dropped from our document (and subsequent appendixes will be renumbered.) Seconded by Marilyn Herman. There was a friendly addition made to motion: “and subsequent appendixes will be renumbered.” Motion carried as amended.

We discussed what is needed from the document concerning SIPR’s and it was determined by consensus that the summary letter is sufficient.

8. Leadership Roles – Professor Summit – Reports from contacts

We discussed the upcoming 2009 Fall Family Living Conference and the request for input from the planning committee. Joan LeFebvre serves on the committee and gave an overview of the planning team. We discussed potential ideas to share on behalf of our committee. Mary Meehan-Strub will forward ideas on to the planning committee.

Ideas we discussed include:

- A. Looking at scholarship as it relates to diversity.
- B. How might there be workshops offered for more experienced professionals? (different levels)
- C. Discussion of how we can make significant differences
- D. Hands-on logic model training
- E. Discussion of the difference and appropriate roles as it relates to intervention, prevention and education.
- F. How can we maximize our resources?
- G. Build on scholarship theme
- H. Measure outcomes
- I. Accountability
- J. How do we fit the pieces together?

9. Ad Hoc “Futuring / Communications” Committee – Reports from contacts

Karen has talked with Mary Novak who serves on the committee. Mary will keep the professors informed as they get started in their efforts. She will keep us informed if there are issues raised that we can work on. Perhaps we can include this on future agendas. Their first meeting will be in February.

10. Other business/concerns

Marma suggested future agenda items for the Professor committee:

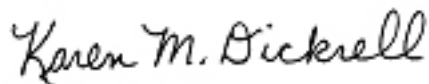
- Tenure Faculty Review role of educators in fund raising
- Process of submitting portfolio for Professor
- Ad Hoc “Futuring/Communications” committee

Arrangements were made with where members should forward copies of the documentation reviewed today.

11. Adjourn

Marma McIntee made a motion to adjourn, seconded by Chris Kniep. Motion carried. Meeting adjourned at 1:20 p.m.

Respectfully Submitted,



Karen Dickrell, Secretary